

Bill Leonard

MEMBER, STATE BOARD OF EQUALIZATION

and

Doug LaMalfa

ASSEMBLYMAN, 2nd DISTRICT

invite you to attend the **FREE**

REDDING SMALL BUSINESS FAIR

Workshops and Resource Expo

Friday, May 4, 2007



ABCs for Small Business Success

Answers: One-Stop-Shop With Over 20 Participating Agencies

Building Blocks: Planning, Financing, Marketing

Connections: Networking, Free Assistance, Workshops

Solutions: Get it Done Right!

This fair is a special event designed to assist small businesses. Various federal, state, and local government agencies, as well as other organizations that support small businesses, provide a full day of training in areas that small businesses need most.

TO ENROLL CALL 916-341-7389

WHO SHOULD ATTEND?

THIS SEMINAR IS A MUST FOR:

TRACK 1

Starting a Business

- New business owners
- Entrepreneurs considering starting a business

TRACK 2

Growing Your Business

- Small business owners
- Professionals currently operating a business who have questions about state or federal tax laws
- Individuals who want to improve their business know-how

Friendly Assistance

Results in One Day

Efficient Use of Time

Expert-Led Classes

To Register call
916-341-7389

or

Register at

www.boe.ca.gov/sutax/tpsched.htm

or

Register via e-mail at
ReddingSBF@boe.ca.gov

AGENDA AT-A-GLANCE

The day has been designed to meet your needs whether you own a business or are just thinking about starting a business. Track 1 is tailored for individuals who are starting a business. Track 2 is especially for those already in business. Following the opening session you can choose to attend workshops from either track anytime during the day.

9:00 am - 9:30 am Opening Ceremony

9:30 am - 10:00 am Expo Exploration

WORKSHOP TIMES	TRACK 1 <i>Starting a Business</i>	TRACK 2 <i>Growing Your Business</i>
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10:00 am - 10:45 am	ABCs of Starting Your Business and Writing a Business Plan	Marketing Your Business
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10:45 am - 11:35 am	Show Me the Money	Sales and Use Tax: How to Avoid Common Pitfalls
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11:35 am - 12:30 pm (Lunch on your own)	Finding Work with the Government as an Independent Contractor (You are welcome to bring your lunch)	
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12:30 pm - 1:15 pm	Basic Sales and Use Tax	Federal and State Payroll
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1:15 pm - 2:00 pm	Succeeding in Home-Based Business	Business Survival
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2:00 pm - 2:30 pm	Expo Exploration II (Expo closes at 2:30)	
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2:30 pm - 3:15 pm	Business Expenses and Record Keeping	Growing Your Business
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3:15 pm - 4:00 pm	Employee or Independent Contractor	Open Session for Q and A Panel: Representatives from Federal, State, Local and Taxpayers' Rights Advocates Offices
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Subject to Change

ALL AT NO COST!



The location is accessible to people with disabilities. If you require special assistance, please call 916-341-7389.

REGISTER NOW

NAMES OF ATTENDEES: (PLEASE PRINT)

1. _____	Title _____
E-mail Address _____	
2. _____	Title _____
E-mail Address _____	
3. _____	Title _____
E-mail Address _____	
4. _____	Title _____
E-mail Address _____	

BUSINESS INFORMATION (PLEASE PRINT)

Business _____	
Address _____	
Mail Stop _____	Phone _____
City _____	State _____ Zip _____

5 EASY WAYS TO REGISTER



Online at

www.boe.ca.gov/sutax/tpsched.htm



By E-mail

ReddingSBF@boe.ca.gov

Please Include:

Name, e-mail and mailing address



Fax

the completed registration form
to 916-324-9443



Phone

Call 916-341-7389



Mail the completed registration form to:

Board of Equalization
450 N Street MIC:19
Sacramento, CA 95814-0019

We know your time is important. We give you just the most relevant information. During this fast-paced day we will give you the facts you need the most to be a successful businessperson.

We begin at 9:00 a.m. and end at 4:00 p.m.
Check-in is from 8:30 a.m. – 9:00 a.m.
Opening remarks will begin promptly at 9:00 a.m.

Lunch break is from 11:35 a.m. to 12:30 p.m.
Lunch and snacks are on your own and available for purchase at nearby restaurants.

Expo table representatives will be available from 9:00 a.m. – 2:30 p.m. to answer your individual questions. This is also a good time to network with your fellow business owners.

Register early – Space is limited

For additional information about our Small Business Fairs, go to our website at <http://www.boe.ca.gov/sutax/tpsched.htm> or call 916-341-7389.

Parking is Free.

10 MORE REASONS TO ATTEND

1. Meet with representatives from over 20 local and government agencies and nonprofit organizations—ready to answer your specific business questions
2. Learn about federal and state tax laws and how they apply to your business
3. Gain information for your home-based business
4. Expand your business by expanding your knowledge base
5. Be better prepared to start your new business
6. Get advice about record keeping, including specifics about what business records you must keep
7. One-Stop-Shop: save time, money and gas
8. Network with other small business owners
9. Business sense - the more you know, the more “cents” you make
10. Access to free business resources: gather free informative brochures and publications for future reference

PARTICIPANTS

- Board of Equalization (BOE)
- Redding Chamber of Commerce
- Cascade Small Business Development Center (SBDC)
- Internal Revenue Service (IRS)
- Employment Development Department (EDD)
- Franchise Tax Board (FTB)
- Shasta County Assessor-Recorder
- City of Redding Economic Development Division
- Better Business Bureau
- Shasta County CalWORKs
- California Trade and Commerce Division
- California Department of General Services (DGS)
- Shasta Service Corps of Retired Executives (SCORE)
- Superior California Economic Development District
- Microenterprise Development Program
- U.S. Small Business Administration (SBA)
- California Department of Industrial Relations (Cal/Osha)
- State Compensation Insurance Fund – Workers Compensation
- Redding Business Resource Center
- Internal Revenue Service – Employee Plans
- U.S. Postal Service
- Taxpayers’ Rights Advocates
- City of Redding Permit Center Division
- City of Redding Business Licenses
- City of Redding Purchasing Division
- Department of Motor Vehicles
- California State Division of Labor and Standards Enforcement



Location

Red Lion Hotel
1830 Hilltop Drive,
Redding, CA 96002

Parking

Free parking is available at the
Red Lion Hotel, Redding.

Subject to Change